Syllabus of the course

« Business etiquette in the field of sociocultural activities »

Specialty	028 «Management of Sociocultural Activities»
Study Programme	Event management
Study cycle (Bachelor, Master, PhD)	the second (master's) level of higher education
Course status	elective
Language	English
Term	1 year of study 1 semester or 1 year of study 2 semester
ECTS credits	5
Workload	Lectures – 18 hours.
	Practical studies – 22 hours.
	Laboratory studies – 0 hours.
	Self-study – 110 hours.
Assessment system	Grading including Exam
Department	Department of Management and Business, auditorium
•	703 of the library building, phone: (057) 702-01-46 (2-
	96), website: https://www.kmib.hneu.edu.ua
Teaching staff	Tatyana Pavlivna Blyznyuk, Doctor of Sciences in
	Economics,
	Professor
Contacts	<u>tetyana.blyznyuk@hneu.net</u>
Course schedule	Lectures: according to the schedule
	Practical studies: according to the schedule
Consultations	At the Department of Management and Business, offline,
	according to the schedule, individual, PNS chat.
	Learning objectives and skills:
v v 1	cies that contribute to a successful career and effective business
· ·	d of socio-cultural activities, the development of business
	tions, and an increase in the level of sociability
	tural and logical scheme of the course
Prerequisites	Postrequsites
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Course content

Content module 1. Theoretical aspects of business etiquette

Topic 1. Etiquette as a social phenomenon

Topic 2. Etiquette of business communication in the field of socio-cultural activities

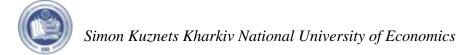
Content module 2. Applied aspects of business etiquette in the field of socio-cultural activities

Topic 3. Event etiquette

Topic 4. Digital etiquette

Teaching environment (software)

Multimedia projector, S. Kuznets PNS, Corporate Zoom system



Assessment system

Assessment of students' learning outcomes is carried out by the University according to the cumulative 100-point system.

Current control is carried out during lectures and practical (seminar) classes and aims to assess the level of students' readiness to perform particular tasks, and is assessed by the amount of scored points.

The maximum amount during the semester -60 points; the minimum amount required is 35 points. Final control is carried out at the end of the semester in the form of an exam (the maximum amount is 40 points, the minimum amount required is 25 points).

Current control includes the following assessment methods: assignments on a particular topic; testing; presentations, and essay writing.

More detailed information on assessment and grading system is given in the technological card of the course.

Course policies

Teaching of the academic discipline is based on the principles of academic integrity.

Violation of academic integrity includes academic plagiarism, fabrication, falsification, cheating, deception, bribery, and biased assessment.

Educational students may be brought to the following academic responsibility for breach of academic integrity: repeated assessment of the corresponding type of learning activity.

More detailed information about competencies, learning outcomes, teaching methods, assessment forms, self-study is given in the Course program